

ADDENDUM No. 2

TO: ALL BIDDERS
FROM: CITY OF HIALEAH
RFQ #: 2013/14-9500-00-008
RE: RFQ – Solid Waste Collection Services
DATE: August 13, 2014

The original contract documents for the REQUEST FOR QUALIFICATIONS - **SOLID WASTE COLLECTION SERVICES** need to be amended as noted in this Addendum No. 2.

This Addendum No. 2 consists of 2 typed pages, 2 attachments, and 1 addendum receipt form (ARF). All other items and conditions of the original Contract Documents shall remain unchanged. This Addendum shall become a part of the Contract Documents.

Approved for issue:  Date: August 13, 2014
Angel Ayala – Acting Purchasing Director

ACKNOWLEDGMENT

Receipt of this Addendum No. 2 shall be acknowledged in the space provided on the ADDENDUM RECEIPT form – ARF (Copy attached) now a part of the Contract Documents to be faxed immediately to the City of Hialeah Purchasing Division (305) 883-5871 and submitted with sealed bids.

QUESTIONS AND ANSWERS:

On August 12, 2014, the City received a question from Waste Pro of Florida, Inc., concerning the City's RFQ. Waste Pro of Florida, Inc. question and the City's response to Waste Pro of Florida, Inc. question are set forth below.

Waste Pro of Florida: On your addendum #1 dated August 7th, you wrote the date for the pre-bid conference as 2:00pm on the top, and then 10:00 am on the bottom.

City of Hialeah's Response: The Pre-Proposal Conference for this solicitation shall take place on August 18, 2014 at 2:00 p.m.

IN THE CONTRACT DOCUMENTS:

Amendment to the following sections:

The City's schedule for this Solicitation is hereby amended to include a Pre-Proposal Conference, which shall take place on August 18, 2014 at 2:00 p.m.

On page 2, under the heading entitled "Pre-Bid Conference," the existing text shall be stricken and the following paragraph shall be added:

A Pre-Proposal Conference will be held on Monday, August 18, 2014 at 2:00 p.m. at Hialeah City Hall, 501 Palm Avenue, Hialeah, FL 33010, in the 3rd floor Conference Room to discuss and seek comments concerning the City's Request for Qualifications and the associated Request for proposals. In general, the City wants to receive comments concerning the following topics: (1) the options and scenarios the City is considering for the proposed collection services, as described in Sections 1.4.1, 1.4.2, and 1.6 of the RFQ; (2) the proposed lease of the City's equipment yard and the continuation of mulching operations, as described in Section 1.4.5; and (3) disposal facilities, fees and allowances, as described in Section 1.5. Each Bidder is highly encouraged to appear and participate in the discussion

On page 19, in Section 3.2 of the RFQ (entitled "Pre-Submittal Conference"), the first sentence shall be stricken and the paragraph set forth above shall be added to the text.

CITY OF HIALEAH

SOLID WASTE COLLECTION SERVICES

RFQ #2013/14-9500-00-008

ADDENDUM No. 2

CONTRACTOR'S NAME _____

ADDRESS _____

PHONE NO. _____

CONTACT NAME _____ SIGNATURE _____

THE BIDDER ACKNOWLEDGES RECEIPT OF THE FOLLOWING ADDENDUM BY SIGNING AND DATING BELOW:
(Copy of this form must be faxed immediately to the City of Hialeah at (305) 883-5871).

ADDENDUM

SIGNATURE

DATE

2

The City of Hialeah, Florida (hereinafter referred to as the "City"), is hereby soliciting Statements of Qualification ("SOQ") from all qualified companies that wish to collect the solid waste generated by the City's residents. Any company or other business entity ("Person") wishing to submit a SOQ shall comply with the requirements contained in this Request for Qualifications ("RFQ" or "Solicitation") for Solid Waste Collection Services (RFQ No. 2013-14—9500-00-008

Each SOQ shall be submitted in a sealed envelope. The outside of each sealed envelope must clearly indicate the name and number of this RFQ (RFQ for Solid Waste Collection Services; RFQ No. 2013-14—9500-00-008); the Bidder's name and address; and the name and telephone number of the Bidder's contact Person.

Each SOQ shall be delivered to the City no later than the date and time specified below. SOQs received after said date and time will not be considered. No time extensions will be granted. Each SOQ shall be delivered to the City of Hialeah, Office of the City Clerk, Hialeah City Hall, 3rd floor, 501 Palm Avenue, Hialeah, FL 33010.

The City's schedule for this Solicitation is as follows:

Event	Date	Time
Advertisement Date:	August 5, 2014	
Pre-Proposal Conference:	August 18, 2014	2:00 PM
Deadline for Submittal of Written Questions:	August 22, 2014	2:00 PM
Deadline for Submittal of SOQ:	September 5, 2014	11:00 AM
Evaluation of Responses:	September 2014	
City's Selection of Qualified Vendors:	October 2014	

(The City reserves the right to delay or modify the scheduled dates and will notify Bidders of all changes in scheduled dates.)

Copies of this Solicitation may be obtained from the Purchasing Department.

PRE-PROPOSAL CONFERENCE

A Pre-Proposal Conference will be held on Monday, August 18, 2014 at 2:00 p.m. at Hialeah City Hall, 501 Palm Avenue, Hialeah, FL 33010, in the 3rd floor Conference Room to discuss and seek comments concerning the City's Request for Qualifications and the associated Request for proposals. In general, the City wants to receive comments concerning the following topics: (1) the options and scenarios the City is considering for the proposed collection services, as described in Sections 1.4.1, 1.4.2, and 1.6 of the RFQ; (2) the proposed lease of the City's equipment yard and the continuation of mulching operations, as described in Section 1.4.5; and (3) disposal facilities, fees and allowances, as described in Section 1.5. Each Bidder is highly encouraged to appear and participate in the discussion

ACCEPTANCE AND REJECTION OF BIDS

The City reserves its right to: reject any or all SOQs, with or without cause; waive minor irregularities with regard to the SOQs received; and determine whether the Bidders are responsible, responsive, and qualified.

Please be advised that this RFQ is issued subject to the requirements in the City of Hialeah's Code of Ordinances. Also note that communications with the Mayor, City Council, and City Staff are restricted, as specified in Section 2.5 of this RFQ.

We look forward to your active participation in this Solicitation.

Sincerely,

A handwritten signature in cursive script that reads "Angel Ayala".

Angel Ayala,
Acting Purchasing Director

3.2 Pre-Submittal Conference

A Pre-Proposal Conference will be held on Monday, August 18, 2014 at 2:00 p.m. at Hialeah City Hall, 501 Palm Avenue, Hialeah, FL 33010, in the 3rd floor Conference Room to discuss and seek comments concerning the City's Request for Qualifications and the associated Request for proposals. In general, the City wants to receive comments concerning the following topics: (1) the options and scenarios the City is considering for the proposed collection services, as described in Sections 1.4.1, 1.4.2, and 1.6 of the RFQ; (2) the proposed lease of the City's equipment yard and the continuation of mulching operations, as described in Section 1.4.5; and (3) disposal facilities, fees and allowances, as described in Section 1.5. Each Bidder is highly encouraged to appear and participate in the discussion.

As noted in Section 2.4, above, vendors may submit written questions to the City prior to the deadline for the submittal of such questions. The deadline is set forth in Section 3.6, below. The City will prepare written responses to all written questions that are submitted before the applicable deadline. The City's written responses will be issued as an addendum to this RFQ.

As noted above, oral statements by the City's representatives shall not be binding on the City and should not be relied upon by any vendor. Any formal interpretations of this RFQ and any changes to this RFQ shall be made in the form of a written addendum. Any addendum will be furnished to each vendor that registered with the City for this RFQ.

3.3 Preparation of Statement of Qualifications

Each vendor shall submit eight (8) hard copies of the vendor's SOQ. The original copy of the SOQ shall be labeled "original" and the seven (7) copies shall be labeled "copy". In addition, each vendor shall submit one electronic version of the SOQ in a PDF format on a compact disc (CD) or digital video disc (DVD). Additional copies of the SOQ may be requested by the City at its discretion.

All blank spaces in the City's SOQ forms must be filled in, in ink or typed, as appropriate. All required signatures must be manual and in ink. All corrections made by the vendor to any part of the SOQ must be initialed in ink.

Only one (1) SOQ from an individual, firm, partnership, or corporation, under the same or different names will be considered.

SOQs by corporations must be executed in the corporate name by the President or Vice-President (or other corporate officer if accompanied by evidence of authority to sign) and the corporate seal shall be affixed and attested by the corporate Secretary or an Assistant Secretary. The corporate address and state of incorporation shall be shown below the signature.